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Contract

Planned Preventative Maintenance and Repairs

Highlands and Islands Enterprise

F03: Contract award notice

Notice identifier: 2024/S 000-009524

Procurement identifier (OCID): ocds-h6vhtk-040216

Published 25 March 2024, 9:12am

Section I: Contracting authority

I.1) Name and addresses

Highlands and Islands Enterprise

An Lòchran, 10 Inverness Campus

Inverness

IV2 5NA

Email

hieprocurement@hient.co.uk

Telephone

+44 1463245245

Country

United Kingdom

NUTS code

UKM6 - Highlands and Islands

Internet address(es)

Main address

<http://www.hie.co.uk>

Buyer's address

http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00313

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Regional or local Agency/Office

I.5) Main activity

Economic and financial affairs

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Planned Preventative Maintenance and Repairs

Reference number

FTS 033

II.1.2) Main CPV code

- 50000000 - Repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

THIS IS A CONTRACT AWARD NOTICE AND AS SUCH THE PROCUREMENT PROCESS IS COMPLETE.

HIE requires a suitably qualified and experienced supplier to provide planned preventative maintenance and repairs services for buildings at Inverness Campus, Enterprise Park Forres and certain services at our Lochgilphead office.

These services will be required between 1st April 2024 and 31 March 2026, with HIE having the option to extend for a period or periods together not exceeding 2 years following the Initial Term (extensions expected to be taken up on a yearly basis i.e. a 2+1+1 year contract, potentially until 31 March 2028).

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £690,530

II.2) Description

II.2.2) Additional CPV code(s)

- 79993000 - Building and facilities management services
- 79993100 - Facilities management services
- 50324200 - Preventive maintenance services
- 50710000 - Repair and maintenance services of electrical and mechanical building installations
- 45259000 - Repair and maintenance of plant
- 45259300 - Heating-plant repair and maintenance work
- 50531100 - Repair and maintenance services of boilers

II.2.3) Place of performance

NUTS codes

- UKM62 - Inverness & Nairn and Moray, Badenoch & Strathspey
- UKM63 - Lochaber, Skye & Lochalsh, Arran & Cumbrae and Argyll & Bute

Main site or place of performance

Inverness Campus, Enterprise Park Forres and Lochgilphead

II.2.4) Description of the procurement

HIE requires a professionally managed, high quality mechanical, electrical and plumbing (MEP) maintenance service which, through a regular and organised scheme, ensures the maintenance and operation of all items of plant and equipment.

These services are currently required in An Lochran, the Life Sciences Innovation Centre, Aurora House, Solasta House, the Inverness Campus, The Apex and Horizon Scotland buildings at Enterprise Park Forres as well as at The Enterprise Centre in Lochgilphead.

II.2.5) Award criteria

Quality criterion - Name: Cyber Security / Weighting: pass/fail

Quality criterion - Name: Prompt Payment Standard Clause / Weighting: pass/fail

Quality criterion - Name: Payment of the Real Living Wage / Weighting: pass/fail

Quality criterion - Name: Community Benefits and Wealthbuilding - Management & Reporting / Weighting: 5%

Quality criterion - Name: Fair Work Practices / Weighting: 5%

Quality criterion - Name: Sustainability & Net Zero / Weighting: 5%

Quality criterion - Name: Management & Delivery Methodology / Weighting: 15%

Quality criterion - Name: Management & Delivery Team / Weighting: 15%

Quality criterion - Name: Quality Management & Reporting / Weighting: 10%

Price - Weighting: 45%

II.2.11) Information about options

Options: Yes

Description of options

HIE reserves the right, on giving reasonable written notice from time to time, to require changes to the Services (whether by way of the removal of Services, the addition of new Services, or increasing or decreasing the Services or specifying the order in which the Services are to be performed or the locations where the Services are to be provided). HIE shall not require any such change other than where it is permitted by Regulation 72 of the Public Contracts (Scotland) Regulations 2015.

In accordance with Regulation 72(1)(a) of the Public Contracts (Scotland) Regulations 2015, HIE reserves the right to make changes to the volume, scope or location of the Services to be supplied under the Contract following a review of the Services by HIE, particularly with regard to demand and budgetary availability or where HIE's strategic focus changes as a result of changes in Scottish Government policy or as a result of a direction given to them by the Scottish Government. This may result in amendments to existing requirements under the Contracts.

Contract modifications may include (but are not limited to), regardless of monetary value:

- Changes to mechanical, electrical and plumbing equipment asset registers (such as number of assets increased/reduced; type of assets changed; asset replaced; new assets acquired).
- The number of hours for reactive tasks changed from the estimated hours in the Pricing Schedule (increase and decrease).
- Legislative changes require more or less frequent maintenance of certain assets.
- Addition or removal of buildings within the Inverness Campus, Forres Enterprise Park or HIE Lochgilphead, likely due to lease, ownership or occupancy changes.
- Changes in HIE's approach to preventative vs reactive maintenance of buildings and individual assets (increase or decrease in scope of requirements).
- Changes to the available budget for Year 2,3 and 4.
- CPI and Real Living Wage increases higher/lower than estimated.
- Cost of potential replacement assets if procured via the supplier.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-035904](#)

Section V. Award of contract

Contract No

FTS 33

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

25 March 2024

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 4

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Emtec Facility Services Ltd

Ellsmuir Way, Tannochside Park Uddingston

Glasgow

G715PW

Country

United Kingdom

NUTS code

- UKM84 - North Lanarkshire

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £690,530

V.2.5) Information about subcontracting

The contract is likely to be subcontracted

Value or proportion likely to be subcontracted to third parties

Value excluding VAT: £207,159

Proportion: 30 %

Short description of the part of the contract to be subcontracted

Various specialist services expected to be subcontracted. Value is an estimate only: the total contract value includes an allowance for reactive repairs which cannot be undertaken by the site-based engineer. 30% of the total contract value is used for the calculations in this section.

Section VI. Complementary information

VI.3) Additional information

The total value of the services over the maximum duration of 4 years (excluding VAT) has been used in II.1.5 & II.2.6 and it is an estimate: it includes an estimated allowance for CPI increases from Year 2, as well as an allowance for costs relating to reactive repairs or asset replacement over the lifetime of the contract (incl. any extensions.)

(SC Ref:760744)

VI.4) Procedures for review

VI.4.1) Review body

Inverness Sheriff Court and Justice of the Peace Court

The Inverness Justice Centre, Longman Road

Inverness

IV1 1AH

Email

inverness@scotcourts.gov.uk

Telephone

+44 1463230782

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/inverness-sheriff-court-and-justice-of-the-peace-court>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014 , may bring proceedings in the Sheriff Court or the Court of Session.